

YAATC Improvement Plan/Progress Report Form

Principle Four—Procedural Safeguards				
Present levels: (Statement of present levels of performance that resulted in area of non-compliance) Through a review of student files and interviews with staff, the reviewers found the agency does not provide a complete prior notice to parents/adult students when initiating evaluations. Currently, a letter is sent to parents which notifies them of an upcoming meeting and assessments to be conducted. While the notice does serve to alert parents to the activity, it does not address all the requirements of giving appropriate prior notice. In addition, the agency does not provide parents with a copy of procedural safeguards at the time notice is given.				
Desired Outcome(s): Through systemic change, the district/agency will achieve these results for students with disabilities and their families. The prior notice will address all requirements of giving appropriate prior notice and agency will provide parents with a copy of procedural safeguards at the time notice is given				
Measurable Goal: The district/agency determines what goals are appropriate given the areas of difficulty. There must be a direct relationship between the goal(s) and the needs identified in the present levels. (Multiple goals may be identified for each principle. Please complete a new sheet for each goal.) YAATC will mail a prior notice to parents informing them of the intent to evaluate. Included with the prior notice will be a copy of procedural safeguards.				
Short Term Objectives or Benchmarks: Include the specific measurable results that will be accomplished and the criteria that will be used to measure the results.	Timeline for Completion	Person(s) Responsible	6 month progress Record date objective is met	12 month progress Record date objective is met
1. What will the district do to improve? The agency will send out the prior notice provided by SEP (Special Education Program) when initiating evaluations. What data will be given to SEP to verify this objective? # of student files checked and # having appropriate prior notices sent before evals will be reported to SEP.	06/01/2005	Patrick McDonald YAATC Sped	Met 5/13/05	

6 month reporting date 03/23/05

Closed 05/13/05

Please explain the data (6 month) Of the 4 students from South Dakota that are served by YAATC, all 4 files had a copy of the prior notice that were mailed to the parents of the students we serve.

2. What will the district do to improve? YAATC will send out a copy of procedural safeguards with all prior notices to ensure the parents/guardians know of their rights when dealing with special education issues. What data will be given to SEP to verify this objective? # of student files checked and # containing verification of procedural safeguards sent will be reported to SEP.	06/01/2005	Patrick McDonald YAATC Sped	Met 5/13/05	
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Please explain the data (6 month) Of the 4 students from South Dakota that we currently serve, it is noted on the prior notices if the parents were sent a copy of Procedural Safeguards under IDEA. All prior notices contained a copy of the parental rights.

Principle Five—Individualized Education Program

Present levels: (Statement of present levels of performance that resulted in area of non-compliance)
The review team found several inconsistencies in identifying how progress is reported to parents. In some IEP/ISPs, the document did not address progress reporting in any fashion. In other IEP/ISPs, progress reporting was noted, but without specificity of when the parents would receive such information. In interview with the service coordinators, they indicated they communicate with parents frequently, but such communication is not specifically done to address student progress towards the annual goals.

Desired Outcome(s): Through systemic change, the district/agency will achieve these results for students with disabilities and their families.
Each student's IEP will include a statement of how the student's progress towards the annual goals will be measured and how the student's parents will be regularly informed of their child's progress. Progress reports will include student's progress toward the annual goals and to which extent that progress is sufficient to enable the student to achieve the goals by the end of the year.

6 month reporting date 03/23/05

Closed 05/13/05

Measurable Goal: The district/agency determines what goals are appropriate given the areas of difficulty. There must be a direct relationship between the goal(s) and the needs identified in the present levels. (Multiple goals may be identified for each principle. Please complete a new sheet for each goal.)

Each IEP will include a statement of how the student's progress towards the annual goals will be measured and how the student's parents will be regularly informed of their child's progress. Progress reports will be sent to parents.

Short Term Objectives or Benchmarks: Include the specific measurable results that will be accomplished and the criteria that will be used to measure the results.	Timeline for Completion	Person(s) Responsible	6 month progress Record date objective is met	12 month progress Record date objective is met
<p>1. What will the district do to improve? IEPs will include a statement of how the student's progress towards the annual goals will be measured and how the students' parents will be regularly informed of their child's progress.</p> <p>What data will be given to SEP to verify this objective? # of IEPs checked and the # containing statements of how the student's progress towards the annual goals will be measured and how the students' parents will be regularly informed of their child's progress will be reported to SEP.</p>	06/01/2005	Patrick McDonald YAATC Sped	Met 5/13/05	
<p>Please explain the data (6 month) Of the 4 South Dakota students we currently serve, all IEP/ISP's now contain statements on how and when the parents will be notified of the students progress.</p>				
<p>2. What will the district do to improve? YAATC will mail a report to all parents explaining the progress toward each annual goal. The reports will coincide with the distribution of report cards and parent-teacher conferences of the student's home district.</p> <p>What data will be given to SEP to verify this objective? # of student files checked and the # containing progress reports will be reported to SEP.</p>	06/01/2005	Patrick McDonald YAATC Sped	Met 5/13/05	

6 month reporting date 03/23/05

Closed 05/13/05

Please explain the data (6 month) Of the 4 South Dakota students we currently serve, all files contained letters discussing the progress the student has made towards his/her annual goals. The progress reports coincided with the home school district's distribution of report cards